



## *Neal Smith National Wildlife Refuge 2015 Spring and Summer Visitor Services/Environmental Education Internship*

**Location:** Neal Smith National Wildlife Refuge is located 20 miles east of Des Moines, Iowa. The Refuge consists of 5600 acres, 3000 of which has been returned to prairie. Bison and elk roam an 800 acre enclosure, while white-tail deer, mink, coyotes, owls and numerous songbirds also wander throughout the Refuge. The hundreds of plants that make up the prairie landscape create an ever-changing kaleidoscope of color. Interns will have a fantastic opportunity to explore this endangered ecosystem.

**Duties:** Interns will assist Neal Smith NWR staff in a diversity of Visitor Services projects including: environmental education, curriculum development, program presentations, Partner School Program development, staffing the Visitor Center information desk, assistance with public special events, and trail maintenance.



**Benefits:** The internship will generally run 9 - 12 weeks, working 40 hours a week, and are available in spring, summer and fall seasons. The spring internship will last from April to June, while the summer internship will be from June to August. The intern will receive a stipend of \$2880 to \$3840 for 9-12 weeks respectively. Refuge staff will work with students to fulfill internship credit requirements at individual universities, including assigning independent projects. Housing is not provided. There are several rental opportunities in the local area.



**Qualifications:** Anyone interested in applying should be able to work independently or in small groups, have excellent verbal/writing skills, and have a background in environmental education, interpretation or a related field.

Basic computer skills and a valid driver's license are required.

**To Apply:** For spring and summer internships, the following must be received by February 14, 2015: 1) a one-page cover letter describing personal background and interests, 2) a detailed resume noting education, experience, skills, and including three references and their phone numbers 3) unofficial college transcripts, 4) a letter of recommendation including the name, affiliation, address, telephone, and email address of the person writing the letter. Information should be sent to: **Megan Wandag, Visitor Services Specialist, Neal Smith NWR, P.O. Box 399, Prairie City, IA 50228** or [megan\\_wandag@fws.gov](mailto:megan_wandag@fws.gov).

For additional information, contact Megan Wandag at (515) 994-3400 or [Megan\\_Wandag@fws.gov](mailto:Megan_Wandag@fws.gov) or go to [www.fws.gov/refuge/neal\\_smith](http://www.fws.gov/refuge/neal_smith).